

Marijuana Policy Review Panel

Meeting Minutes

Wednesday, October 11, 2006
5:30-7:00 p.m.
City Hall, Room 370

Members Present: Erin Becker, Tom Carr, D'Adre Beth Cunningham, Alison Holcomb, Dominic Holden, Theryn Kigvamusud'Vashti, Roger Roffman
Members Absent: Steve Brown, Nick Licata, Kris Nyrop, Tom Rasmussen
Staff: William Edwards (Seattle Police Department), Mike Meehan (Seattle Police Department), Zuzka Lehocká-Howell (Legislative Department)

Motion was made, duly seconded and carried, to approve the meeting minutes from 9/21/06.

Captain Mike Meehan was introduced to the panel. He is in process of being nominated as a new panel member, replacing Steve Brown of the Seattle Police Department.

Review of the Operationalization Plan and the Data Analysis Plan

Two deliverables have been submitted to the panel (Operationalization Plan, August 31, 2006, and Data Analysis Plan, September 30, 2006). The panel members did not believe that the consultant produced the information described in the scope of work.

Deliverable #1: Operationalization Plan – Consultant addressed only one out of five questions and even the answers to the first question were incomplete.

Deliverable #2: Data Analysis Plan – The answers were incomplete. (It did not include all the available data, did not show changes or trends, nor did it include comparisons of Seattle to other regions.)

Discussion of solutions:

The panel members believe that this problem can be mitigated by better and more frequent communication between the consultant and the panel.

- 1) Memo – The panel members will send a memo describing the problems with deliverable #2.
- 2) Meeting – Alison Holcomb, Tom Carr, Dominic Holden, and Zuzka Lehocká-Howell will meet with the consultant to share their concerns, review his progress, and assist him with getting back on track. Other meetings may follow.
- 3) Consultant will be asked to complete answers to deliverables #1 and #2.
- 4) There will be 2-3 panel meetings prior to the end of the year.
- 5) Email communication will be increased between the panel members and consultant liaisons, and between the consultant liaisons and the consultant.

Panel's conclusion:

Although the consultant did not produce the work he has committed to, the panel trusts that he will complete it well and in a timely matter.

Public comment period

Q: Concern regarding Tom Carr speaking about the difficulties to implement this law.

A: Tom Carr explained that he works in an environment with conflicting laws (federal and local), but that "the law is being implemented in good faith."

Next Steps:

Review of the Interim Report, 3rd deliverable. (Are deliverables 1 & 2 included?)

Next Meeting:

Monday, November 20, 2006, 5:30 PM – 7:00 PM, City Hall, Room 370

Task	Specific Products	Deadlines
<p>Operationalization Plan. Provide to the Panel a detailed plan for operationalizing five overall questions:</p> <ol style="list-style-type: none"> 1. Was subsection A of Section 12A.20.060 of the Seattle Municipal Code implemented? 2. Did the implementation have an impact on public safety? 3. Did the implementation have an impact on public administration? 4. Did the implementation have an impact on public health? 5. Were there fiscal impacts associated with the implementation? 	<p>Among the issues that the operationalization plan should address are the following:</p> <ol style="list-style-type: none"> 1. What indicators would be <u>ideal</u> for the purpose of operationalizing the five overall questions? 2. What data sets has the consultant accessed for this purpose? 3. What additional data sets does the consultant believe will be necessary to acquire for this purpose? 4. What steps have been (or will need to be) taken to acquire these additional data sets? 5. To what extent are data available concerning the ideal indicators for operationalizing the five overall questions? 	<p>August 31, 2006</p>
<p>Data Analysis Plan. Provide to the Panel a data analysis plan, i.e., specifying which data sets will be used with reference to each indicator and what analyses will be conducted.</p>	<p>Among the issues that the data analysis plan should address are the following:</p> <ol style="list-style-type: none"> 1. What will be the likely strengths and limitations of the data analysis plan in addressing the five overall questions? 2. What actions might the Panel take to address the limitations? 	<p>September 30, 2006</p>
<p>Interim Report. Submit an interim report to the Panel that identifies: (a) the indicators selected, (b) the data sets utilized, (c) the analyses conducted, (d) the interim findings, and (e) the consultant's tentative conclusions concerning each of the five overall questions listed above.</p>	<p>Among the issues that the Interim Report should address are the following:</p> <ol style="list-style-type: none"> 1. What are the strengths and limitations in the Interim Report? 2. What actions might the Panel take to address the limitations? 	<p>November 15, 2006</p>
<p>Final Report. Submit a final report to the Panel.</p>		<p>December 15, 2006</p>